

Minutes of the Health & Human Services Committee

Friday, October 8, 2004

Chair Stamsta called the meeting to order at 8:30 a.m.

Present: Supervisors Duane Stamsta (Chair), Joe Griffin, Andy Kallin, Bill Kramer, Jim Jeskewitz and Sandy Wolff. **Absent:** Supervisor Hank Carlson. Supervisor Jeskewitz left the meeting at 11:30 a.m.

Also Present: Health & Human Services Director Peter Schuler, Deputy Health & Human Services Director Don Maurer, Senior Financial Analyst Andy Thelke, Clinical Services Manager Mike DeMares, Long Term Care Manager Jack Bodien, Public Health Manager Nancy Healy-Haney, Judge Kathryn Foster, CJCC Coordinator Shelly Cyrulik, Chief of Staff Lee Esler, Office Services Coordinator Windy Jicha, Gordon Olly – Dr., Joane Sternweiss, Hospital Administrator Dr. Passadas, Administrative Services Manager Russ Kutz, Internal Audit Manager Lori Schubert, Senior Financial Analyst Clara Daniels, Epidemiologist Darren Rausch, Assurance Supervisor Irene Ridgeman, Communicable Disease Supervisor Rosie Schroeder, Risk Control Supervisor Mary Anderson, WIC Program Coordinator Mary Baltramonis.

Discuss and Consider 2005 Operating Budgets for the Following Divisions in the Health & Human Services Department

Clinical Services

DeMares presented the Clinical Services Division 2005 budget. He began by reviewing the Division objectives as found on pages 147 and 148 of the budget book. Next he reviewed the program description and performance measures for the Mental Health Outpatient and Support Services program. Total expenditures for this program are \$8,261,591 while total revenues are \$2,615,886 and the tax levy is \$5,645,705. Personnel costs increase are \$3,489,892, which is an increase of \$158,343 for 41.14 FTEs. Part of the increase is due to adjusted staffing by adding a psychiatrist to the staff as previously approved by the County Board. Another reason for the increase is the addition of 22 hours or 0.43 FTE of temporary extra help for a registered nurse's time to provide support to the clinic's medication program.

Operating expenses for the Mental Health Outpatient and Support Services program include increased contractual expenses of \$468,500 mainly associated with increased residential placement days, increasing from \$30,744 to \$31,390 and a 2% average increase for residential providers. Mental Health Institute costs increase \$38,082 to reflect 2004 actual expenses. Pharmaceutical costs decrease by \$99,030 due to success of sampling, pharmaceutical indigency programs, medication case management and client co-pays. Medical contract costs are reduced by \$85,810 due to the change in county employee provided psychiatric services.

DeMares next reviewed the budget for the AODA Outpatient Clinic and Support Services. He reviewed the program description and performance measures. He reported that there is no change in staffing and very little change in the budget overall. The basic increases in his department for personnel costs reflect general wage and health insurance increases. The operating expense increase of \$22,795 represents inflationary increase for residential contracts (2% on average). Fines and licenses increased \$30,000 reflecting 2004 revenue experiences.

DeMares reviewed the budget for the Mental Health Center fund and programs. Total expenditures for the fund are \$4,715,322, which is an increase of 5.2% or \$232,326. Total revenues decrease 4.2% or \$89,700 totaling \$2,044,300. The tax levy for this program is \$2,671,022, which is an increase of 13.7%. DeMares reviewed the objectives and achievements for the fund.

The 2005 budget for Hospital Inpatient Service was reviewed including the program description, performance measures, program highlights, budget numbers and activities. Personnel cost increases reflect general wage and benefit increases for base staff. In order to provide for greater efficiency, staff flexibility, and reduction of potential use of pool nursing, a 0.50 FTE LPN has been abolished and a 0.50 FTE registered nurse has been created. The department has been replacing LPN positions with registered nursing positions as LPNs leave the hospital. Registered nurses are able to perform more tasks than LPNs. Three hours or 0.08 FTE psychiatrist time, is transferred to the Mental Health Clinic to represent current staffing.

In Hospital Inpatient Services, charges for service revenue decreased \$39,700 based on a review of 2004 six months actual revenue experience. Other revenues decrease \$50,000, reflecting the removal of 2004 appropriated fund balance for one-time building maintenance projects and the costs associated with retrofitting patients' rooms, which will be completed in 2004. There is a \$16,317 increase in housekeeping and \$6,784 in building maintenance charges. They are quite pleased with the new housekeeping service they are using. Interdepartmental charges also include a \$47,165 increase in collections services based upon a reallocation within HHS to more accurately reflect activity within department funds and the transfer of \$9,383 for supplies and printing from interdepartmental to operating expenses.

Mauer said the staff at the hospital has done an extraordinary job controlling costs as compared to the increases in health care costs in this area. Schuler said the daily rate of the hospital remains comparatively low compared other hospitals in the area. The comparison of hospitals isn't actually an apples to apples comparison because this is a specialty hospital. Many hospitals are closing their psychiatric facilities. There are no private organizations in southeastern Wisconsin that want to take on mental health care.

MOTION: Wolff moved, Second second, to tentatively approve the 2005 Operating Budget for the Clinical Services Division in the Department of Health and Human Services. Motion carried: 6-0.

Long-Term Care

Bodien reviewed the Long-Term Care Fund budget. The revenues will increase 20.1% or \$5,905,999 due to a state ICF-MR restructuring while expenditures increase 18.9% or \$5,888,289. The state has transferred responsibility for Intermediate Care Facilities for the Mentally Retarded (ICF-MR) to the county and provide the county with funds to run these programs. This budget provides a 2% increase to our residential providers. To handle this increase, the department decreased travel, mileage, training and some overtime budgets. Their 2004 estimate is larger than the 2004 budget. Bodien will be drafting an ordinance to cover this overage by shifting funds within the Long-Term Care's funds and fund balance.

In 2005, the Division will increase federal financial participation by converting 6 eligible individuals with developmental disabilities from community aids/tax levy funding to Medicare waiver funding. They will also analyze available state and facility data to determine the impact of the ICF-MR restructuring initiative on division operations. The Division will explore the possibility of moving toward "Consumer Directed Supports" for the Medicaid eligible individuals who have a developmental disability. Bodien said Dane County is piloting such a program and realizing successes.

Bodien reviewed the 2005 budget for the Adult Protective Services/Community Care program. He provided the committee with a program description and explained the performance measures. He reported that operating expenses increase \$53,603 or 9.8% due to the cost of specific service needs of clients served in this program. Services purchased for clients in this program area are most often court-ordered.

Operating expenses are primarily made up of contracted services of \$493,827 and Alzheimer's Family Caregiver Support Program (AFCSP) expenses of \$89,578. Revenues include basic county allocation of \$259,013, AFCSP of \$99,531, client fees of \$40,000 and Social Security/Supplemental Security Income (S/SSI) of \$20,910, which increased \$1,410 due to SS/SSI cost of living adjustment. There is a waiting list to be served by this program.

Bodien reviewed the budget for Developmental Disabilities Services as found in the budget book. Operating expenses for the program increased \$4,333,529 to 42% primarily due to the new addition of \$3,661,869 of expenses for ICF-MR with offsetting revenue and the conversion of eligible individuals from community aids/tax levy funding to Medicaid Waiver funding increasing CIP 1B Local Match expenses by \$1,433,777 offset by reduced contracted services of \$673,920. Beginning January 1, 2005, counties are responsible for institutional costs of persons at a D.D. level of care except for those who reside at the state centers.

General government revenues consist of BCA/Community Aids of \$3,066,766, Brain Injury Waiver of \$941,151, locally matched CIP 1B of \$4,190,795 and ICF-MR of \$3,661,315. The increase of \$4,630,345 is mainly due to additional CIP 1B Local Match revenue of \$1,012,200 and ICF-MR revenue of \$3,661,315. The revenues for ICF-MR were estimated by county staff estimating the number of people served in the programs multiplied by an estimated rate per individual per day. Bodien expects to get some "real" numbers from the state next month so this estimate may change. There are 193 people on the waiting list for this program. Clients in crisis take precedent over those on the waiting list.

Bodien reviewed the Community Integration/Options Services 2005 budget including the program description, performance measures, budget numbers and activities. Personnel costs for this program increase \$27,834 due to the cost to continue 11 FTE positions. Operating expenses increase \$1,419,955 or 8% due to increased costs of purchasing services for the clients served in this program area. Services costs increased as a result of the cost of doing business and the complexity and intensity of clients' service needs. Operating expenses are primarily composed of the following elements: COP-W, CIP-1A, CIP 1B COP Match, CIP 1B, CIP II, COP, contracted case management and personal care. Interdepartmental charges increase \$8,574 or 8.8% primarily due to increased computer/telephone charges of \$3,047, insurance charges of \$1,798 and home-delivered meal charges of \$4,829. General government revenues increase \$953,369 or 5% reflecting Medicaid Waiver activity. Charges for services declined \$28,000 as a result of the reallocation of targeted case management revenue to the Developmental Disability Services program area. There are two waiting lists for this program. One list is for elderly people and has 327 people waiting for services while the other is for physically disabled and has 133 on the list.

MOTION: Kramer moved, Griffin second, to tentatively approve the 2005 Operating Budget for the Long Term Care Division in the Department of Health and Human Services. Motion carried: 6-0.

Public Health

MOTION: Wolff moved, Kallin second, to tentatively approve the 2005 Operating Budget for the Public Health Division in the Department of Health and Human Services.

Healy-Haney presented the Public Health Division 2005 operating budget. She began by reviewing the fund purpose, position summary, budget numbers and objectives. Total expenditures for the division are \$3,095,981 while revenues are \$1,029,503 and tax levy is \$2,066,478. Expenditures increased 2.6%, revenues increased 3.5% while the tax levy increased 2.2%. Staffing levels remained basically the same for 2005.

Healy-Haney reviewed the 2005 Administration Program budget. She read through the program description as found on page 187 of the budget book. Overall, personnel costs increases relate to the cost to continue existing positions. Operating expenses increase \$6,858 due to telephone equipment maintenance for additional telephone lines needed for public health incident command center and 24/7-pager maintenance.

She reviewed the Child Health Program budget by reviewing the program description, performance measures, budget numbers, program highlights and activities. Two state grants enhance two local tax supported projects. These grants are Prevention of Child Abuse and Neglect Grant (POCAN) and Childhood Lead Poisoning Prevention Grant. Overall personnel costs increased \$14,132, which relates to the cost to continue existing positions. Operating expenses increased \$7,629 due to an increase in the contractual services line from the POCAN Grant. Interdepartmental charges increased \$1,627, which is related primarily to computer maintenance and replacement charges. General government revenues are decreased \$1,441 in the Lead Grant due to State of Wisconsin Division of Public Health shift of funds to the Community Development Block Grant. Charges for services remains at the 2004 Medicaid reimbursable rates for the Child HealthCheck Program.

Healy-Haney reviewed the Maternal Health 2005 budget. The Maternal Health Case Management Program is targeted to Waukesha County low-income, pregnant women at risk for delivering malformed and/or developmentally delayed infants due to malnutrition and low birth weight, alcohol and drug abuse and cigarette smoking. In 2005, they anticipate 110 women to be enrolled in the Prenatal Care Coordination Program and 95 women successfully completing the PNCC Program. They anticipated 95 of the 110 women in the Prenatal Care Coordination Program to deliver full term babies of average birth weight. General Government revenue is decreased by \$7,792 due to a 2005 Maternal and Child Health Grant award reduction. Charges for services remain at the 2004 Medicaid reimbursable rates for the Prenatal Care Coordination Program. The Public Health Division has coordinated the Prenatal Care Coordination Program with the Women, Infants and Children Program to capitalize on the opportunity to provide pregnancy education in a new Public Health Division walk-in clinic for women early in their pregnancy.

Healy-Haney reviewed the Women, Infants, Children Nutrition Program (WIC) 2005 budget including the program description, performance measures, program highlights and budget numbers. WIC is a federally funded program, which provides nutrition assessments for prenatal and postpartum mothers, infants under one year and children through five years of age. Nutrition recommendations are offered with corresponding vouchers specifically outlining food purchases that will remedy nutritional deficits. From January 1, 2003 through December 31, 2003, WIC food vouchers supplemented Waukesha County retail food vendors by \$1,496,870 and local Waukesha County produce farmers by \$30,000. Personnel costs are slightly decreased due to a 50% turnover of full-time staff resulting in step level and health insurance plan variances. A 0.32 FTE is added to respond to a projected increase in client enrollment, which is funded by an increase in the WIC grant. Operating expenses are increased by \$14,478 due to a WIC Grant increase and a decrease in interdepartmental charges to cover laboratory and office supplies to match a projected 2005 increase in client enrollment. General government revenue is increased by \$10,297 (grant dollars) to accommodate the projected client increase.

The Chronic Disease Prevention and Control program provides adult health case management services which are targeted to high risk, medically compromised adult and geriatric populations. Public Health services are offered in clinics, worksites and in the home. Services are directed at early identification of

the preventable chronic diseases such as diabetes, heart disease and cancer. The division must provide this service to the community according to the state.

Kallin said he would like to see fewer staff working in this program and more working in the Communicable Disease Control. Schuler said by doing this, the state could reduce our allocation of \$552,000 to other areas under the Public Health Division. Healy-Haney said this issue needs to be seriously looked at for the 2006 budget. She is continually challenged on how to balance staff and resources within the division.

Kramer asked if we could promote this service and would vendors pay for it? Healy-Haney said we don't have the staff at this time to provide this service. Kramer asked if you could hire a fulltime employee, could they do enough work to recoup their expenses? Healy-Haney said she could do a cost analysis to review this but she believes so. Schuler said as a county, we are careful in these arenas when we rub shoulders with the private sector that provides these services. It is a very real issue. If this is a productive thing to do, we will need policy to move forward. We have enough to do in our department right now. We are seen as the protector of those without resources and this would be an example of us providing services for cost. Prevention is a core service of the Public Health Division.

Healy-Haney reviewed the Communicable Disease Control Program including the program description, performance measures, highlights and activities.

Supervisor Jeskewitz left the meeting at 11:30 a.m.

In the Communicable Disease Control Program, personnel costs are increased by \$17,007, which relates to the cost to continue existing positions. Operating expenses are increased by \$5,214 due primarily to increases in vaccine costs and maintenance of software for international travel immunization program.

Healy-Haney said the information found on page 194 of the budget book regarding pertussis was true at the time it was written. Currently there are 294 confirmed or probable cases of pertussis in Waukesha County. Infants and the elderly are in the most danger if they contract pertussis. The largest age group that has contracted pertussis is ten to 14 years of age. The peak month for pertussis was in August when they began to get flooded by it. All of our training, cross-training and incident command has really paid off. There are more than 2,000 cases throughout the state. There has been a 2100% increase in pertussis. Daily business is running on the business continuity plan and the department is functioning well. This is the most pressure she has ever seen for a health department. Every health department in the state is under this pressure.

Healy-Haney explained why there is a shortage of the flu vaccine. There are 20 million doses of the vaccine available in the United States. They are trying to provide the vaccine to those who will most benefit from it such as compromised children and the elderly. They would like to take an analytical look across the county to decide how we should best distribute the vaccine across the county. They will use the GIS system to help plot where the distributions will occur. We are over due for a pandemic of flu. It is not a good picture. They have 870 doses of the vaccine currently.

Healy-Haney briefly reviewed the Sexually Transmitted Disease (STD) Program including program description, performance measures, highlights, activities and budget numbers.

Lastly, Healy-Haney reviewed the Community Health and Disease Surveillance Program including the program description, performance measures, budget numbers, highlights and activities. Operating

expenses decreased by \$13,603 and interdepartmental charges increased by \$10,912 due to a shift of the indirect charges of the Public Health Preparedness Grant from an operating expense line item to an interdepartmental charge line item in 2005.

Schuler said this staff has been under a lot of stress lately and it is far from over. They have tried to bring in additional nursing help but due to the nursing shortage this is very difficult to do. The staff has dealt with the Monkey Pox Virus, pertussis and now influenza. The department needs some relief. We have to continue re-evaluating our priorities in this division.

Motion carried: 5-0.

Discuss and Consider the 2005 Operating Budget for the Criminal Justice Collaborating Council (CJCC)

Cyrulik and Foster presented the 2005 CJCC budget. Operating expenses include: contracted pretrial screening and operating after revocation program services are budgeted at \$143,325, which increases \$53,125 from 2005 budgeted levels to reflect the addition of the operating after revocation program which began in April 2004. Operating expenses also include \$100,000 for contracted pretrial supervision services. Pretrial services were budgeted in Circuit Court Services prior to 2005 and are included here to consolidate contractual pretrial services with the CJCC budget.

Cyrulik explained Pretrial Screening Services screen all pretrial inmates to collect and verify information useful to justice partners. These services allow for more expeditious initial appearances as well as allow the CJC to collect data that will be used to assist in assessing the need for creating and implementing future diversion programming.

The Operating After Revocation program begin in May 2004 and works in collaboration with the WisDOT. Staff provides defendants charged with operating after revocation copies of their driving record and any outstanding court financial obligation information and assists them in determining if it is feasible and legally possible to obtain a valid Wisconsin drivers license, in a timely manner. This program is designed to decrease the number of court activities and events, reduce the number of defendants who fail to appear in court, and reduce the number of jail days for OAR offenses.

Operating expenses also include \$83,296 for Coordinator and Criminal Justice consulting services as well as funding for strategic planning, training and office related expenses. Operating costs also include \$46,258 for the Community Transition Program (CTP) an increase of \$2,258 from the 2004 budgeted levels to reflect an increase in psychiatric services. Personnel costs related to case management continue to be budgeted within the Mental Health Outpatient program budget.

Contracted Community Support Program (CSP) expenditures increase from \$1,062 to \$36,462. This is a collaborative program funded through 50% county tax levy and Wisconsin Department of Corrections. General government revenue associated with the CSP program increase \$531 more than the 2004 budgeted levels to \$18,231.

The CJCC implemented a pilot program to hold pre-trial conferences in all misdemeanor cases to reduce the time to disposition and hold meaningful court appearances. Pre-trials involve the defendant and defendant's attorney meeting with an attorney from the District Attorney's office to discuss resolution of the case. This program is currently available only to defendants represented by an attorney. There are no program expenditures related to this initiative, as all program activity has been the result of internal policy

changes within the District Attorney's office and the Criminal/Traffic Division of the judiciary and Circuit Court.

MOTION: Kramer moved, Kallin second, to tentatively approve the 2005 CJCC Operating Budget. Motion carried: 5-0.

Discuss and Consider Possible Amendments to the 2005 Operating Budgets for the Veterans' Services, Senior Services, and Health & Human Services Departments

Amendment to the HHS Budget: Mental Health Center –

Add the following objective to the 2005 budget: Explore other performance measures for patient care and quality assurance.

MOTION: Griffin moved, Wolff second, to approve the amendment listed above. Motion carried: 5-0.

Amendment to the Public Health Fund: Chronic Disease Prevention and Control Program –

Add the following objective to the 2005 budget: Explore options to fund a position in Public Health that will perform health screenings for chronic disease prevention and control for businesses for profit that will provide enough revenue to cover the cost of the salary and benefits for the position.

MOTION: Kallin moved, Kramer second to approve the amendment listed above. Motion carried: 5-0.

MOTION: Kramer moved, Griffin second, to approve the 2005 HHS Operating Budget. Motion carried: 5-0.

MOTION: Kramer moved, Kallin second, to approve the 2005 Veterans' Services Operating Budget. Motion carried: 5-0.

MOTION: Kramer moved, Wolff second, to approve the 2005 Senior Services Operating Budget. Motion carried: 5-0.

Motion to Adjourn

MOTION: Kramer moved, Griffin second, to adjourn the meeting at 1 p.m. Motion carried: 5-0.

Respectfully submitted,

Andrew J. Kallin
Secretary